



# CALVERT COUNTY ETHICS COMMISSION

P.O. Box 1104 Prince Frederick, Maryland 20678

## **MEETING NOTICE**

The Calvert County Ethics Commission (CCEC) conducted an open meeting on ***Tuesday, October 20, 2020***, at **4:30pm**, via Zoom due to COVID-19 safety guidelines.

## **OPEN MINUTES**

### **Roll Call**

Members: Jennifer J. Mazur, Chairperson  
Wayne Millette, Vice-Chairperson  
Matthew Raymer, Secretary  
Vacant, Member  
Vacant, Member  
Vacant, Alternate

Staff: Ashley Staples-Reid, Executive Administrative Aide, Board of County Commissioners

### **General Business & Administrative Matters**

1. Determined quorum
2. The meeting was called to order at 4:30 pm
3. Wayne motioned to approve September 15, 2020 open minutes. Matt second, all in favor.
4. Wayne motioned to approve October 20, 2020 open minutes. Jennifer second, all in favor.

### **New Business**

1. 2019 Financial Disclosure Statement (FDS)
  - i. Jennifer created and began attaching memo to incomplete FDS forms.
  - ii. Ashley to continue form management to ensure 100% compliance.
2. Training 2021
  - i. Ashley will look into possible options by consulting with Human Resources and Communication & Media Relations Departments.

### **Old (Unfinished) Business**

1. None

**Ongoing Business**

1. Financial Disclosure Statements
2. Budget: FY 21 budget
3. Ashley checking voicemail for new messages every Monday.
4. Wayne and Matt to check mailbox weekly.

**Public Comment**

None

**Announcements**

At our last meeting, one item(s) were discussed:

1. *Closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

**Recess, subject to Motion of Privilege for Closed Meeting:**

Three item(s) to be discussed:

1. *Closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

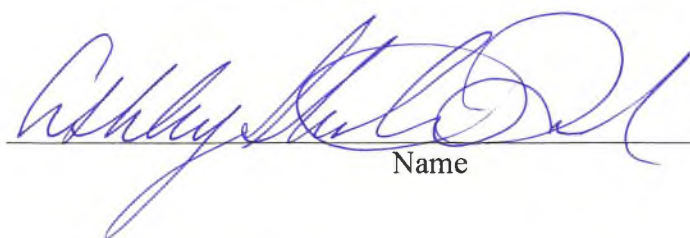
**Motion to adjourn Open Meeting:**

Wayne motioned; Matt seconded; all in favor.

**Commission entered closed session at 5:00pm**

**Minutes to be adopted at next meeting**

Transcribed by: Ashley Staples-Reid

  
Name

10/20/2020  
Date